

Key person for contact _____

Address _____

City, State & Zip _____

Phone _____ Fax Number _____

Email Address _____

Website _____

Toll Free Number _____



Facilities

Standard Room with 1 king-sized bed

Standard Room with 2 queen-sized beds

Suite

Standard Room with kitchenette

Furnished Apartment

Other _____

Total rooms on property _____

Number of smoking rooms _____

Number of nonsmoking rooms _____

Location

Nearest Airport _____

Distance _____

Downtown _____

Distance _____

Other locations _____

Distance _____

Amenities, Services and Facilities

Sleeping rooms on secure floor

Secure parking

Free parking

Free airport shuttle

Full service restaurant on property

Cost free connection to long distance carrier

Car rental agency on property

Will provide last room availability

Free internet connection

Free local calls

Other features such as cable tv, indoor pool/outdoor pool, A/V costs, Park & Fly policies



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Rates

Single _____

Triple _____

Double _____

Quadruple _____



Rates Include

free full breakfast (seated/full menu or buffet with comparable choices)

free continental breakfast

no breakfast

Blackout Periods

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[illegible]